

8/18 Back to School Meeting or Retreat. SAC 115
3:30pm – 4:30pm ALL Work Scholars
4:30pm – 5:00pm New Work Scholars

 August 21st Start of Fall semester 


8/28 – 9/1 ALL Work Scholars – First check-in meeting agendas and notes **due Sep. 1th**

9/15 Application deadline for NEW Worksites

9/22 Deadline for current Work Scholars to email office to request Worksite change

9/29 Mid-term performance evaluations due

10/1 – 15 Hiring: **Work Scholar Applications accepted**

 10/5 CAREER FAIR – Work Scholar Day of Service *Shifts: 9a-11a, 10a-12p, 12p-2p, 1p-3p*

 Oct. 9th – Oct 13th Mid Term Week 

10/16 – 25 Hiring: Work Scholar Office panel interviewing applicants.

10/27 – 11/3 Hiring: Worksites interviewing applicants.

Offers from worksites due by: 11/3

10/30 – 11/3 ***1st Semester Work Scholars*** - Meet with Work Scholar Representative to review final agenda

11/6 – 10 ALL Work Scholars – Final check-in meeting agendas and notes **due Nov 10th**
Hiring: **Offers extended to students from LC Work Scholars office**

11/17 Worksites notified of accepted/declined offers. Begin onboarding planning

 November 20th – November 24th Fall Break 

11/27 Work Scholars download Performance Evaluations in Canvas, complete self-evaluation then email document to supervisor to complete, meet and sign together.

12/14 **Signed Performance Evaluations due from students, submitted in Canvas**
Final Timecards are due!